

CONFIDENTIAL

19 February 1985

MEMORANDUM FOR: FBIS Headquarters Components

FROM:

[REDACTED]

25X1

Director, Foreign Broadcast Information Service

SUBJECT:

Delinquent Travel Accountings

[REDACTED]

25X1

There is growing concern about delinquencies in employees' travel accounting. All travel accountings are supposed to be submitted within 30 days after completion of the travel, which is the established FBIS due date. Action, including deductions from salary, will be taken against those accounts which are delinquent. [REDACTED]

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[REDACTED]

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